

**TOWN OF HIGHGATE**  
**Village Core Master Plan Committee**  
**February 8, 2023 @ 6:00 p.m.**

**CALL TO ORDER**

Village Core Master Plan Committee Members: Woody Rouse, Chair, Rebecca Manning, Vice Chair, Lura Jacques, Secretary, Alice (Sue) Cota, Dan Swainbank, Chris Shepard, Mary Laroche, Virginia Holiman, Clarence Miller, Adah DeRosier and Heidi Britch-Valenta, Town Administrator

Absent: None

Public/Other: Hugo Martinez, ANR, Greta Brunswick, NRPC and Robert Clark, Otter Creek Engineering

Woody Rouse, Chair called the meeting to order at 6:00 p.m.

**WASTEWATER UPDATE**

Robert Clark from Otter Creek Engineering discussed with the committee other potential locations for a wastewater system. He indicated there was one location potentially available, but it was further away and had less capacity due to current well locations. He also mentioned another property whereby the landowner was interested in learning more about the plans and how his property may be useful. A site visit with the landowner will be scheduled soon. The Committee asked Heidi to send letters to the Cassidy Family to see if they have interest in selling a portion of their land and to send a final letter to WRB, LLC estate for a final answer.

Heidi Britch-Valenta reviewed the milestone deadlines that were provided by the CWSRF Program. She will get verification of the funding based on the setbacks the VCMP committee has encountered.

Robert also mentioned there was a drinking water conversation with the State and that there is potential funding for a public water system. This was a topic of conversation a few years ago and has been brought back to the surface due to reports of heavy metals in the water in a couple of wells. Heidi added that a landowner in the Village had reached out to her about getting on a public water system because their point source well had dried up. Funding is still available, and this is something that will be further investigated.

**MASTER PLAN PHASE II**

gbA is scheduled to present updated information at the March 8 meeting.

There was discussion around Town Meeting and what information the committee wanted available to the voters. Heidi Britch-Valenta will work on some handouts and email the committee members for review. Chris Shepard volunteered to answer any voter questions with assistance if need be. Most committee members plan to be in attendance.

The committee reviewed the Village Core Vision that was originally outlined in the June 2021 minutes. gbA is looking to quantify that vision so they could move forward with their work. Heidi Britch-Valenta will provide them with the above referenced minutes as the initial vision appears to still remain today. This will also be included in the town meeting information to the voters.

**LIBRARY & COMMUNITY CENTER UPDATE**

Adah DeRosier provided an update indicating that the Capital Campaign work would begin in March. She mentioned that the design that gbA put together was larger (5,192 sqft) than what they envisioned and have identified areas to adjust. The goal is to have a 4,000 sqft space.

Adah DeRosier also mentioned that the library had suffered some flooding damage as a result of a radiator bursting. They plan to reopen soon and all damage should be covered by insurance.

**OTHER BUSINESS**

Heidi Britch-Valenta polled the committee to see if everyone was interested in being reappointed at town meeting. All members agreed to continue to serve.

**APPROVAL OF MINUTES**

Minutes from January 11 were discussed. Rebecca Manning made a motion to accept the minutes, Chris Shepard seconded the motion. APPROVED

**NEXT MEETING DATE**    March 8, 2023

Woody Rouse adjourned the meeting at 8:05 p.m.

Minutes respectfully submitted by:



Lura Jacques, Board Secretary

3-8-23

Date

Minutes approved by:



Woody Rouse, VCMP Chair

3-8-23

Date